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IA 3 – Utility Failure and Resource Shortage

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IA 3. Utility Failure & Resource Shortage

IA 3 Tasked Agencies	
Primary Agencies	Public Works McMinnville Water and Light
Supporting Agencies	Police Department Fire Department

1 Description

A utility failure could occur in McMinnville that would impact the availability of the City's water supply, electrical power, natural gas, telephone, and sanitary sewer services. While causes of a failure may be natural or man made, the severity of the incident must be measured by the duration of the disruption of the supply and its impact on life and property. Based on the duration of the utility supply disruption and the disruption's impact on life and property, the City Manager will determine whether to implement this plan. If the City Manager is not available, the Incident Commander (IC) is authorized to make the determination.

2 Response Planning

Utility failures generally occur with little or no warning. Fortunately, they are likely to be isolated to a portion of the City. If the incident involves a City of McMinnville utility, e.g., sanitary sewer, Waste Water Services is responsible for all phases of the planning process, including the development and maintenance of the department's standard operating procedures (SOPs). For other utility failures, e.g., natural gas, water, electrical power, and telephone service, the planning responsibility includes coordination with the utility(s) affected, as well as evacuation and shelter planning for the affected population. See FA 2 for Evacuation and Shelter and Mass Care information.

2.1 Utilities

Water - Distribution/Supply: McMinnville Water & Light

Natural Gas: Northwest Natural Gas Company

Electricity: McMinnville Water & Light

Sanitary Sewer

- Collection: City of McMinnville

- Treatment: City of McMinnville

Telephone Service: Frontier/Comcast

2.2 Assisting Organizations

- The American Red Cross would provide shelter and mass care, if needed.

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- County Emergency Management will support the coordination and dissemination of information, should the incident require more resources than the City has available.

3 Communications**3.1 Utility Failures Information**

Information about utility failures would be obtained by a variety of sources. For an incident that occurs without warning, notification could occur through 911 dispatch, telephone calls coming into the office, or observance by utility crews or police in the field.

3.2 Public Information

Requests for voluntary cutbacks in consumption of scarce resources should be disseminated when appropriate. The distribution of such notices should be coordinated by the designated Public Information Officer (PIO) as directed by the IC.

Mandatory rationing or curtailment instructions may be issued by the City. Such instructions should be carefully coordinated with other affected jurisdictions and agencies.

4 Emergency Service Actions

The activities and responsibilities for each department will vary depending on the type of resource in short supply, the length of the warning period, and the duration of the incident. The activities and responsibilities listed below are in addition to those listed in the Basic Plan.

4.1 Public Works**4.1.1 Warning**

- ___1. Keep other City departments abreast of developing conditions.
- ___2. Alert other City departments of potential shortage(s) and corresponding ramifications.
- ___3. Review department SOPs as they relate to the developing incident.
- ___4. Identify additional sources of scarce resources.
- ___5. Develop a list of industries and facilities that may be particularly vulnerable.
- ___6. Identify segments of population that would be "at-risk" because of the resource scarcity.
- ___7. Establish Command if directed by City Manager.

IA 3. Utility Failure & Resource Shortage**4.1.2 Impact**

- ___1. Implement department curtailment plan.
- ___2. If necessary, request assistance through the County.
- ___3. Document incident actions and costs incurred.
- ___4. Notify regulating agency(s) as appropriate.

4.2 Fire Department**4.2.1 Warning**

- ___1. Notify Department Chiefs of the developing situation.
- ___2. Assess the department's minimum resource needs to maintain operations.
- ___3. Develop a department curtailment plan.
- ___4. Evaluate potential safety issues and make recommendations to the Planning Section Chief.

4.2.2 Impact

- ___1. Implement the curtailment plan.

4.3 Police Department**4.3.1 Warning**

- ___1. Alert personnel of developing conditions.
- ___2. Develop a department curtailment plan.
- ___3. Assess the department's minimum resource needs to maintain operations.
- ___4. Evaluate potential security and safety issues and make recommendations to the Planning Section Chief.

4.3.2 Impact

- ___1. Implement a department curtailment plan.
- ___2. Assist in enforcement of curtailment and rationing plan violations as authorized by City Ordinance.
- ___3. Assist other responding agencies as requested.

IA 3. Utility Failure & Resource Shortage**4.4 Emergency Management****4.4.1 Warning**

- ___1. Keep the City Manager briefed on the developing situation.
- ___2. Collect resource requirement information from all City departments and the McMinnville Fire Department.
- ___3. Coordinate the development of the City's curtailment plan as it relates to the agency's resource usage.
- ___4. Assess developing conditions, evaluate their potential impact.
- ___5. Assist in the development of public curtailment and information programs.
- ___6. Research sources of needed resources.
- ___7. Establish and maintain contact with the County, providing updates on conditions.

4.4.2 Impact

- ___1. Consider activation of the Emergency Operations Center.
- ___2. Document actions taken and costs incurred.

4.4.3 Recovery

- ___1. Facilitate post-incident analysis.

4.5 Administration and Legal Department**4.5.1 Warning**

- ___1. City Manager - Keep the Mayor and City Council briefed on the developing situation.
- ___2. City Attorney - Review legal requirements for enforcing resource rationing and curtailment. Provide legal advice during plan development.
- ___3. Assist in the development of curtailment and public information programs.

4.5.2 Impact

- ___1. City Manager - Implement curtailment and/or rationing plans.
- ___2. City Manager - Evaluate the situation and determine whether plan implementation is called for.

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- ___3. City Attorney - Provide legal advice to the IC during plan implementation.

4.6 Incident Command**4.6.1 Warning**

- ___1. Direct City departments to develop curtailment plans for the scare resource.
- ___2. Establish a curtailment plan implementation schedule.
- ___3. Staff additional command and general staff positions as needed.

4.6.2 Impact

- ___1. Direct City departments to implement plans upon direction of the City Manager.
- ___2. Monitor the effectiveness of curtailment plans, modifying them as needed to meet goals.

5 Appendices

- None at this time.

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